

Application for FY 2018 1st Round Privately Funded Scholarships

301

Student ID Number	from September 22 by September 21		Name (in alphabet)					History of Scholarships Received (including under the review)									
								Scholarship Names		Payment Dates		状況					
Name (in Chinese character)				Name (in Katakana)				Yr Mo ~ Yr Mo		settled							
								Monthly Amount Yen		applied							
Nationality			Campus •Ookayama •Suzukakedai	Date of Birth				Yr Mo ~ Yr Mo		settled							
								Monthly Amount Yen		applied							
Age			Sex Male • Female	Marital Status single • married				Yr Mo ~ Yr Mo		settled							
								Monthly Amount Yen		applied							
Entrance Date	Yr	Mo	Graduation Date (expected)	Yr	Mo	Transfer Admission?	Yes • No	Family Makeup (for families in Japan)									
Current Status (October)	School/ Graduate School					Course/ Major		Name		Relationship		Age		Living together / separately		Occupation	
	•Bachelor •Master •Doctor					Grade _____		Will you go on Master/Doctor program?									
•Research student							Yes • No										
Do you plan on studying abroad in other country?		No • Yes		period : from _____ to _____		destination / country :		Economic Situation (Refer to the instructions (6) on the reverse side.)									
Current Address	〒 _____					Allowance from your home country		Dependent Income(if in Japan)		Residence Fees (rent only)		X					
Contact Info.	Telephone _____					Yen/Mo		Relationship(_____)		Yen/Mo							
	E-Mail _____																
Telephone (Research Lab) _____					Thesis Publication • Presentation (within the past year only)												
Reason for applying						Journal Papers (with peer review)		Journal Papers, Research Reports (without peer review)		International Academic Meeting, Presentation etc.		Domestic Academic Meeting, Presentation etc.					
						☐		☐		☐		☐					
Research Thesis(Under-grads Skip)						Major Fields of Study *If applicable		Please circle if you major in the following fields. Civil Engineering, Architecture and Building Engineering, Informatics/Communication, Electrical and Electronic Engineering, Mechanical Engineering									
Academic Supervisor (1・2・3 Year Undergrads Skip)	(signature) _____ seal					The Japanese-Language Ability*		Excellent		Very Good		Good		Fair			
Your Signature	I am applying for a privately funded scholarship because I am in need of financial assistance.					If you are recommended for a scholarship of less than 48,000 yen		will you decline?(Yes・No)									
	(signature) _____					Questionnaire		1)Can you explain your research proposal in Japanese?(Yes / No) 2)Can you write an application form for scholarship in Japanese?(Yes / No) 3)Can you use Japanese in daily conversations?(Yes / No)									

*Regarding The Japanese-Language Ability, please refer to the instructions on the reverse side.

FY 2018 1st Round Privately Funded Scholarship Application Procedure

1. **Documents to Be Submitted**

- **FY 2017 1st Round Privately-Funded Scholarships and Monbukagakusho Scholarship (Domestic Selection) Application Form**

- **Research Achievement Summary** (for the past year only – on A4 size paper
Please be sure to describe whether or not there was a referee.)

I. If you published your thesis

(1)Thesis subject (2)Coauthor's name (3)Names of academic journals and publications it was placed in (4)Be sure to write the publication volume, issue, page it appeared on, the publication date and attach a copy. If you do not have a copy of the page it appeared on, attach a copy of the received notice.

II. If you presented your thesis

(1)Thesis subject (2)Please be sure to write the name etc. of the academic meeting you presented at and attach a copy of the program.

- **Copy of both sides of your Resident Card**

If your resident status is not college student, you are not eligible for most of scholarships. In the future, students who plan to change their resident status to college student should have it written on the back of their Certificate of Alien Registration or Resident Card immediately after the change, and resubmit a copy.

- **Copy of academic transcripts**

New students and research students from the previous FY only Please submit your immediate previous course transcripts with the exception of Japanese language school.

- **Copy of Japanese Proficiency Certification** (Qualified students only)

2. **Application Form Instructions**

(1)Fill out the “Student ID No.” and “Current Status” columns as of October 2017.

(2)Research students should fill out the “Planned Completion Date of Enrolled Course” column with your advancement plan period as of the previous month.

(3)Fill out “Current Address” and “Contact Info” so that you can be contacted for sure.

(4)Fill out “History of Scholarships Received” with all scholarships received until now (including scholarships received before Tokyo Tech).

(5)Fill out “Family Makeup” only if you have family present in Japan as of October 2017.

(6)Fill out “Economic Situation” with your average from April 2017 to September 2017. New students should fill it out from October 2017 on to the best of their knowledge.

- **The Japanese-Language Ability**

(1)Excellent : You can speak and write Japanese fluently. (You can take oral examinations or classes in Japanese.)

(2)Very Good : (i) You can either speak or write Japanese.
(ii) You can communicate with Japanese, but cannot take oral examinations.

(3)Good : You can speak and write Japanese a little.

(4)Fair : You can hardly understand Japanese.

The Closing Date and Place

Enrolled students should submit between **September 1(Fri.) and September 7(Thu.) 2017**. New students and students changing courses should submit between **October 2(Mon.) and October 6(Fri.) 2017**. The application forms must be **brought by the applicant or a substitute to the Student Support Division(Ookayama)**. If you cannot submit these documents during this period, you should talk with our office in advance. We do not accept applications by mail.

Please note that if false entries are found on your application form we may refrain from recommending you. Also, **for inquiries regarding recommendations for privately funded scholarships, please ask all questions at the Privately funded Scholarships Selection Explanatory Meeting**.

APPLICATION FOR PRIVATELY FUNDED SCHOLARSHIPS AND MONBUKAGAKUSHO SCHOLARSHIP (DOMESTIC SELECTION)

Privately-funded scholarships are divided into two types: one requires a university's recommendation, and the other requires no recommendation. You can apply directly for the one that does not require a university recommendation.

Please check the bulletin boards (O-okayama : The Student Support Division, Suzukakedai : The Student Division) and the website regularly for further details and updates.

1. Scholarship Opportunities with a University Recommendation

1) How to apply

Those who wish to apply for a scholarship that requires a university recommendation must submit in advance to Tokyo Tech the “Application for the Privately funded Scholarships” form, available twice a year in March/April and September/October. If you do not, you will miss the opportunity to apply for this kind of scholarship. Announcements are made on the bulletin boards in January for March/April and in July for September/October. The application form is provided at the Student Support Division in O-okayama and the Student Division in Suzukakedai. Please do not forget to submit it. The application form has to be brought by the applicant or by proxy to the Student Support Division in O-okayama Campus. **We will not accept submissions after the deadline, or by campus-mail or mail.**

Grants for most scholarships in Japan start to be provided in April and last until March of the following year. Usually, each scholarship foundation will provide application guidelines between autumn of the previous year and June. For a brief description of each scholarship offered at Tokyo Tech, please refer to the “List of the Private Scholarship Foundations” at the end of this guidebook.

Privately financed international students who wish to be selected for a Monbukagakusho scholarship (Domestic Selection) must submit the application form in September/October.

2) Selection Procedure

Applicants will be ranked in accordance with the “Recommendation Criteria for Privately Funded Scholarships”. A selection committee, organized by academics in Tokyo Tech, will decide on which applicants to recommend by referring to this ranking system. As is indicated in appendix 1 “List of the Private Scholarship Foundations”, the eligibility criteria widely vary according to the aims and policies that apply to the respective scholarships. The committee will consider the eligibility of applicants in function of each different scholarship. **We will inform you of the result only if you are selected by the committee. Please note that not all the applicants will be recommended, and that even applicants that are pre-selected to apply for a scholarship will not necessary be successful in obtaining one. The scholarship foundations will assess the applications of candidates that are recommended by Tokyo Tech.**

2. Scholarship Opportunities without a University Recommendation

Anyone who fulfills the application requirements stipulated by the scholarship foundations can apply for these scholarships. Please refer to each scholarship in Appendix 2 at the “List of the Private Scholarship Foundations”.

Most of scholarship foundations send information to the Student Support Division. We announce this information on the bulletin boards and application forms are available at the Student Support Division in O-okayama Campus and the Student Affairs Division in Suzukakedai Campus.

Information about scholarships in Japan is also available on the Japan Student Services Organization’s (JASSO) website, which is at; <http://www.jasso.go.jp>. If you find any foundations that are not indicated in the “List of the Private Scholarship Foundations”, please try to make contact with them directly.

Schedule for Application for Privately Funded Scholarship in 2017

The schedule for entering applications in 2017 is as follows;

Late January 2017	<u>Announcement for Application posted</u> for FY 2017 2 nd Round Privately Funded Scholarships
March 1– 7, 2017 (Enrolled students)	<u>The Closing Date</u> for FY2017 2 nd Round Privately Funded Scholarship
April 3 – 7, 2017 (Students admitted in April and students who will be pursuing a new program in April.)	<u>The Closing Date</u> for FY2017 2 nd Round Privately Funded Scholarships

The FY 2017 2nd Round form is for the scholarships which you must apply for between mid-April 2017 and late-July 2017. The applicants will be evaluated based on their application form and their eligibility for each scholarship. We will contact you between mid-April and late July **only if you are selected by our selection committee.** Most of the scholarships last one year: from April 2017 to March 2018.

Mid-July 2017	<u>Announcement for Application posted</u> for FY2018 1 st Round Privately Funded Scholarships and Monbukagakusho(Domestic Selection) Scholarship
September 1 – 7, 2017 (Enrolled students)	<u>The Closing Date</u> for FY2018 1 st Round Privately Funded Scholarships and Monbukagakusho Scholarship
October 2 – 6 , 2017 (Students admitted in September and students who will be pursuing a new program in September)	<u>The Closing Date</u> for FY2018 1 st Round Privately Funded Scholarships and Monbukagakusho Scholarship

The FY2018 1st round is for scholarships accepting applications between October 2017 and March 2018. The applicants will be given a standing rank, and will be recommended in this order by our selecting committee. Only if you are selected for the recommendation, we will inform you of the result by March 2018. Most of the scholarships begin their granting period from April 2018.

Students who wish to apply for a Monbukagakusho scholarship must submit the “Application for Privately Funded Scholarships and Monbukagakusho Scholarship (Domestic Selection)” form in September/October.

*FY = Fiscal Year

To All Privately Financed International Students:

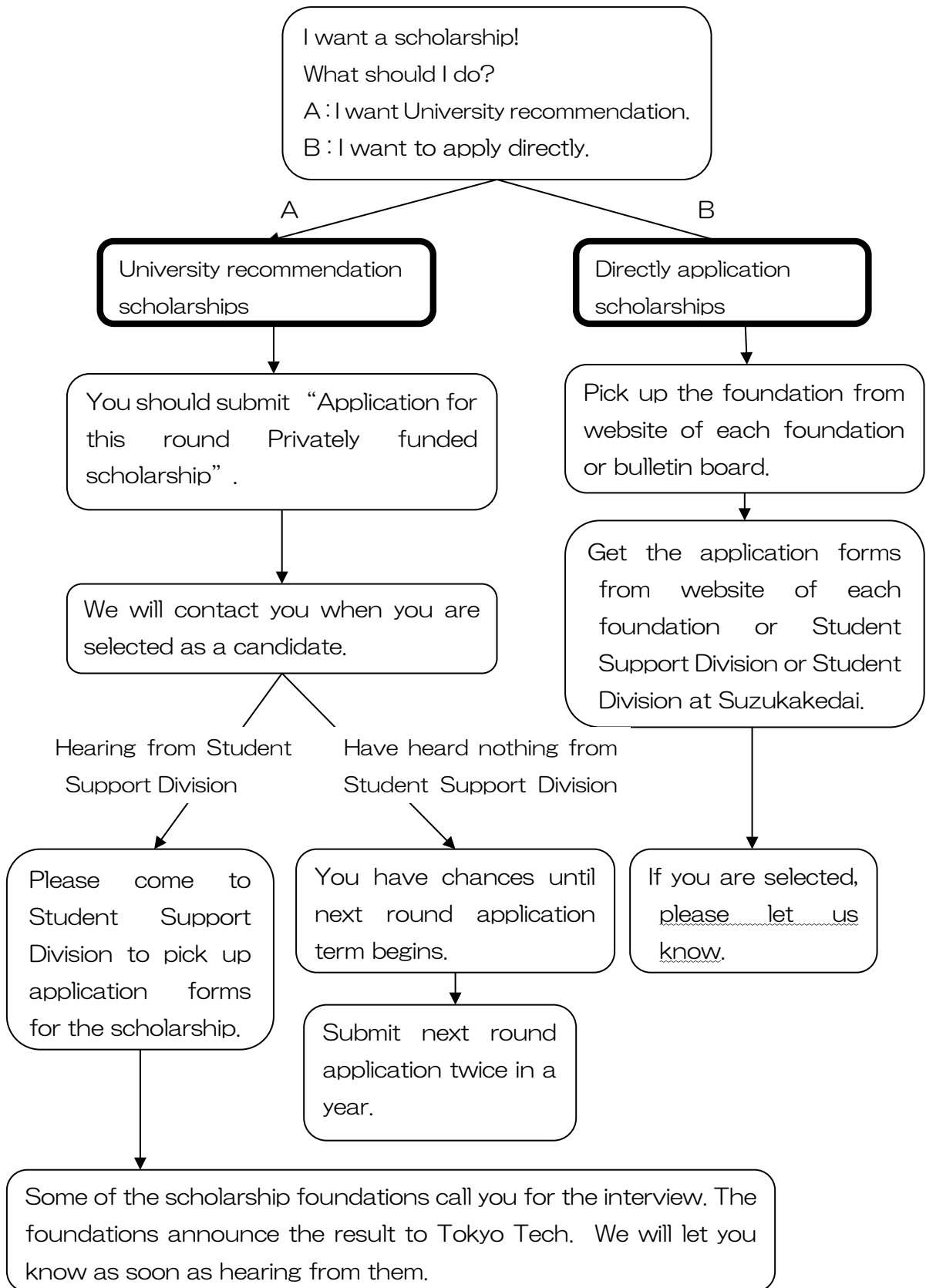
Student Support Division

Recommendation Criteria for Privately Funded Scholarships

Recommendation criteria for privately funded scholarships (including Gakushu Shoureihi), which require recommendation from the Institute, are as follows:

- 1) Graduate students and undergraduate students are ranked separately.
Furthermore, research students are ranked below graduate students.
- 2) The following conditions are taken into account. Recommendation sheets are made in order starting from the person with the highest score.
 - (1) Enrollment Status (Four Levels)
graduate students: master course students below doctoral course students
undergraduate students : 1st and 2nd year students below 3rd and 4th year students
※Research students who have graduated undergraduate program are ranked the same as 3rd and 4th year students, and those who have graduated master's program are ranked the same as master course student.
 - (2) Official transcript (Four Levels)
We take into account about the record of your all credits registered.
 - (3) Research achievements (Four Levels) *only for graduate students
We take into account your investigations published in journals and presentations at academic meetings or conferences in the past year.
- 3) In case two or more persons have the same score, the person with the higher enrollment status will be ranked higher. Additionally, in the case that enrollment status is also the same, the person with the highest official transcript and research achievements will be ranked higher.
- 4) Based on the recommendation list made from the above recommendation standards, the scholarship selection committee will make the final recommendations taking the recruitment requirements of each scholarship foundation into consideration.

FLOWCHART for Privately Funded



Scholarship FAQ

Q. What should I do for receiving scholarship?

A. Privately-funded scholarships are divided into two types: one requires a university's recommendation, and the other requires no recommendation. For the scholarship WITH a university recommendation, applicants must submit the "Application for the Privately-funded Scholarships" form to university in advance. For the scholarship WITHOUT a university recommendation, anyone who meets the application requirements can apply. Information is posted on the bulletin board and the website for current students. You can also get more information at JASSO website for international students. (http://www.jasso.go.jp/study_j/scholarships.html)

Q. What is "Application for Privately Funded Scholarships"?

A. You can register ALL scholarships WITH a university recommendation by submitting the application forms.

Q. How many times should I submit "Application for Privately Funded Scholarships"?

A. Applications are accepted twice a year: spring and autumn. Each registration is effective for only 6 months, so you should submit twice until you are selected as a scholar.

Q. When will I know the result?

A. The application is only for REGISTER. It has no results. Applicants will be ranked with the Recommendation criteria (status, academic record, research achievement each 4 levels) and we will pick up the candidates by referring this ranking system. When you are selected as a candidate, we will directly contact you. There is no contact from us, you are not selected.

Q. Can I apply for both a scholarship WITH university's recommendation and a scholarship WITHOUT recommendation?

A. You can apply both, but you cannot receive both scholarships. If you are selected as a scholar of both scholarships, you must select the scholarship WITH recommendation and decline the one WITHOUT it.

Q. How does university decide a candidate for scholarship?

A. The committee organized by faculty of Tokyo Tech will pick up the candidates. Scholarship foundations ask us to recommend the candidates but they have each schedule. It depends on the schedule of each scholarship foundation.

(For your information, lists of scholarship foundation with their schedule is attached on the "Application for the Privately-funded Scholarships".)

Q. How many students receive the scholarship?

Q. For FY 2016 spring term, about 25 out of 45 undergraduates and about 85 out of 140 graduates can get scholarships.

Q. How much is a scholarship and how long can I receive it?

A. It depends on the scholarships. Please check the attached scholarship list.

Q. How many students will be selected as a Monbukagakusho (Japanese Government) scholar (domestic selection)?

A. Monbukagakusho scholars are selected from the applicants who submit "Application for Privately Funded Scholarship" in autumn. For FY 2016, there was no offer. There is less chance of getting it.

Q. How do you calculate my grade?

A. We count every credit shown in your academic script and calculate your grade in a similar way to GPA. As for graduates, we also place importance on your Research Achievement Summary.

Q. When is the term of research achievement I should declare?

A. You should declare your research achievement which is published or accepted in past a year. The papers or presentation must be issued during the term. You cannot include materials to be released in the future.

Q. What is paper with "peer review"?

A. It is the paper published on a journal paper which need "peer review" when the paper is accepted.